

港大同學會小學家長教師會

HKUGA Primary School Parent-Teacher Association

Minutes of the 2023-2024 Annual General Meeting

Date: 8 November 2024

Time: 7:00 pm – 7:40 pm

Venue: The School Hall, 4/F, HKUGA Primary School

Present:

Members of the Parent-Teacher Association Standing Committee:

Ms Christina Suen	Vice-Principal
Mr. Sung Po Wa, Leo	Vice-Principal
Mr. Ho Lai Shun	Teacher
Mr. Ng Wai Man, Raymond	Teacher
Ms. Ho Mei Shan	Teacher
Mr. Lam Tsz King	Teacher
Ms. Li Yi Hang, Evanne	Teacher
Ms. Yung Tsz Tsun, Fiona	Teacher
Mr. Thomas Kwan	Chairperson
Mr. Heywood Lo	Vice-chairperson / Treasurer
Ms. Fanny Cheng	Alternate Treasurer
Ms. Oskar Lam	Secretary
Ms. Amy Hui	Member
Mr. Choi Wai Ming	Member
Mr. Gary Kwan	Member
Ms. Helen Fung	Member
Mr. Henry Tan	Member
Ms. Jean Lai	Member

Absent with apology:

Honorary Advisor	Mr. Samuel Wong (Principal)
Honorary Legal Advisor:	Ms. Pheona Chow (Parent)
Honorary Auditor:	Mr. Lewis Chou (Parent)
Standing Committee:	Ms. Heibe Mak (Alternate Secretary)
	Ms. Doris Ip (Member)
	Ms. Joanna Hung (Member)
	Ms. Cindy Wu (Member)

Filed by: Ms. Oskar Lam

Minutes:

1. Adoption of the 2023-2024 AGM Agenda

The Chairperson proposed the motion to adopt the agenda, which was unanimously approved without objection or abstention.

2. Adoption of the 2022-2023 AGM Meeting Minutes

The Chairperson proposed the motion to adopt the previous AGM minutes, which was unanimously approved without objection or abstention.

3. Election of the 11th PTA Standing Committee (SC) Members (Year 2024-2026)

A total of 20 applications were received. Eighteen parent candidates were presented to introduce themselves, sharing their motivations for election and their visions for supporting the PTA. The two absent candidates sent their apologies.

Sixteen candidates were elected as voting members of the Standing Committee, and two were elected as non-voting members. The new Standing Committee comprised 20 members, including two existing SC members who were selected to hold office for another term.

4. Appreciation by the School

Mr. Leo Sung (Vice-President) expressed gratitude to the PTASC members for their contributions over the past year. He acknowledged Chairperson Thomas for his dedication to the school over the past four years. Mr. Sung encouraged the new SC members to continue promoting the school's rich tradition of home-school cooperation.

5. Report on the Annual Report 2023-2024

The Chairperson presented and summarized the working report of the PTA during the meeting. This report was distributed to members via the intranet prior to the AGM and displayed on the notice board during the AGM.

6. Report on Financial Report 2023-2024

The Treasurer presented and summarized the Audited Income & Expenditure Account. This report was similarly distributed to members via the intranet before the AGM and displayed on the notice board. The Treasurer reported a healthy financial status for the PTA in the 2023-2024 financial year.

7. Approval on the Annual Report 2023-2024 and the Financial Report 2023-2024

The Chairperson proposed the motion to approve both reports, which was unanimously approved without objection or abstention.

8. Vote of Thanks to the 2023-2024 Honorary Auditor, Honorary Legal Advisor and Parent Volunteers

The Chairperson expressed gratitude to Honorary Legal Advisor, Ms. Pheona Chow and Honorary Auditor, Mr. Lewis Chou for their support during their tenure. He also extended heartfelt thanks to around 500 parent volunteers who supported the school and PTA throughout the 2023-2024 school year.

9. Appointment of 2024-2025 Honorary Auditor and Honorary Legal Advisor

The Chairperson proposed the reappointment of Ms. Pheona Chow as Honorary Legal Advisor as well as Mr. Lewis Chou as Honorary Auditor for 2024-2025 academic year. The motion was unanimously approved without objection or abstention.

10. AOB

Heywood expressed gratitude to Thomas for his decisive leadership and strong support for students, parents and the school.

This year's AGM was held in a hybrid format, with an online Zoom option complementing the in-person meeting. Overall attendance exceeded 80 parents.

No other business was raised, the 2023-2024 Annual General Meeting was adjourned at 7:40pm.

Confirmed as above by:



Thomas Kwan

Chairperson

HKUGA Primary School

Parent-Teacher Association